

# Tennessee Agricultural Enhancement Program



**Increasing Profits, Expanding Possibilities, and Building Farms  
for Tennessee's Future!**

The Tennessee Agricultural Enhancement Program (TAEP) is designed to support agriculture in Tennessee by providing cost share funds to producers for long term investments in their livestock and farming operations. These cost share programs help producers maximize farm profits, adapt to current market situations, and prepare for the future. In addition, this program also allows producers to make positive economic impacts in their communities. The TAEP is funded through an appropriation for farm development in the state's budget as proposed by Governor Phil Bredesen and supported by the Tennessee General Assembly.

## 2008 - 2009 Producer Cost Share Programs

- Livestock Equipment & Handling Facilities
- Livestock Feed Storage
- Cattle Genetics
- Hay Storage
- Grain Storage
- Producer Diversification
- Feeder Cattle Incentive

### Cost Share Maximums

| Program                                     | Eligible Industry  | 35%<br>Standard Producer | 50%<br>Master Producer Certified   |
|---|--|--------------------------|--|
| Livestock Equipment & Handling Facilities   | Cattle, Goats/Sheep  | \$3,500 Max              | \$3,500 Max  |
| Livestock Feed Storage                      | Cattle, Goats/Sheep, Poultry, Swine  | \$10,000 Max             | \$15,000 Max   |
| Cattle Genetics                             | Cattle   | \$1,200 Max              | \$1,200 Max  |
| Hay Storage                                 | Cattle, Goats/Sheep, Hay   | \$5,000 Max              | Not Available  |
| Grain Storage                               | Corn, Soybeans, Wheat, Other   | \$15,000 Max             | Not Available  |
| Producer Diversification                    | Agritourism*<br>Aquaculture<br>Bees*<br>Fruits & Vegetables<br>Horticulture<br>Organics*<br>Value-Added Products<br>Viticulture* | \$10,000 Max             | \$15,000 Max<br><br>*Listed Priority Areas<br>Agritourism<br>Bees<br>Organics<br>Viticulture |
| Feeder Cattle Incentive<br>(see back cover) | Pre-Conditioned<br>Age & Source Verified   | Per Head                 | Maximum Per Producer   |
|   |  | \$15.00                  | \$750.00   |

# Application and Reimbursement Schedule

| Program  | Application Period           | Anticipated Approval Announcements | Reimbursement Deadlines |
|--|------------------------------|------------------------------------|-------------------------|
| Livestock Equipment  | June 2 – August 1, 2008      | Starting July 15, 2008             | December 1, 2008        |
| Livestock Feed Storage   | June 2 – August 1, 2008      | Starting July 15, 2008             | December 1, 2008        |
| Cattle Genetics  | June 2 – August 1, 2008      | Starting July 15, 2008             | May 1, 2009             |
| Hay Storage  | June 2 – August 1, 2008      | Starting July 15, 2008             | May 1, 2009             |
| Grain Storage  | June 2 – August 1, 2008      | Starting July 15, 2008             | May 1, 2009             |
| Producer Diversification   | June 2 – August 1, 2008      | September 15, 2008                 | May 1, 2009             |
| Feeder Cattle Incentive  | July 1, 2008 – June 30, 2009 |                                    |                         |
| <i>Incomplete applications or applications postmarked or received before June 2, 2008, will be returned.</i> |                              |                                    |                         |

## Basic Eligibility Requirements for TAEP Programs

- Applicants must be Tennessee residents and operate a farm or agribusiness located in Tennessee
- Applicants must be 18 years of age as of application date
- Infrastructure must be built on applicant owned land located in Tennessee
- Livestock Equipment and Handling Facilities can be located on leased land
- Applicants must have demonstrated ability and financial capacity to complete the project
- Applicants cannot combine projects with other applicants

## Livestock Producer Requirements

Applicants with livestock must register their premises with the Tennessee Department of Agriculture (TDA). Applicants can register their livestock premises at Farm Service Agency, UT Extension, Farm Bureau or Tennessee Farmers Co-op locations. Premises registration forms and instructions are also available from TDA online at [www.tennessee.gov/agriculture/tpis](http://www.tennessee.gov/agriculture/tpis) or by calling (615) 837-5189. **Important – the applicant's name must match the name listed on premises account to be eligible for cost share.**



## Standard Producer

Beef and Pork Producers must be BQA and PQA certified (*Poultry and Goat/Sheep producers are excluded from this requirement.*)

Beef Quality Assurance Program is a two-hour educational course on cattle management and care sponsored by the Tennessee Cattlemen's Association. Additional information on BQA classes is available by contacting TCA at (615) 896-2333 or [info@tncattle.org](mailto:info@tncattle.org), or by visiting [www.tncattle.org](http://www.tncattle.org).

Pork Quality Assurance Program is a two-hour educational course on swine management and care sponsored by the Tennessee Pork Producers Association. Additional information on PQA classes is available by contacting the TPPA at (615) 274-6533 or [tnpork@tds.net](mailto:tnpork@tds.net).

## Master Producer

(Beef, Dairy, and Goat producers only)

Successful completion of the UT Extension Master Beef (MBP), Master Meat Goat Producer Program (MMGP), or completion of three or more Tennessee Quality Milk Initiative Program (TQMI) Modules prior to program reimbursement deadline is required.

The TDA is offering scholarships to producers who participate in the UT Extension's MBP, MMGP and/or TQMI programs.

Master Beef Producer Scholarship - \$100  
Master Meat Goat Producer Scholarship - \$100  
TQMI Module - \$40 per session

Tuition payments will be paid directly to the University of Tennessee or Tennessee State University. Contact your local extension office for class schedule. Visit [www.utextension.utk.edu](http://www.utextension.utk.edu) to find your local extension information.

## Application, Approval, and Payment Process

### TDA reserves the right to:

- Reject any or all requests
- Modify program criteria, approval/payment processes to ensure fair and timely management of TAEP programs
- Provide partial funding for specific activity components that may be less than the full amount requested
- Provide funding contingent on receiving additional information or testimony from the applicant
- Consider each cost share request on a case by case basis
- Require the applicant to work with TDA to complete all aspects of the application and reporting requirements
- Withhold payments for projects that do not meet cost share requirements
- Monitor and evaluate each funded project
- Make site visits relating to the performance of the activity before, during, and after completion for a period of three years
- Require applicants to repay funds if they fail to comply with all aspects of the cost share guidelines



1. Applications for the 2008-2009 fiscal year must be hand-delivered or postmarked between June 2 and August 1, 2008. *Faxed applications will not be accepted. Incomplete applications or applications postmarked or received before June 2, 2008, will be returned.*

### NEW

2. Used equipment is not eligible for cost share reimbursement.
3. Receipts dated prior to July 1, 2008 are not eligible.
4. Cash receipts or receipts for in kind services are not eligible. Acceptable forms of payment are by check, cashier's check, and credit card.
5. Minimum cost share reimbursement request is \$250.00 per program.
6. Applicant cannot purchase equipment, storage facilities, materials, services, or genetics from a business where applicant participates in ownership. (Producer Cooperatives excluded).
7. Projects must meet all state and local regulatory requirements.
8. Livestock Equipment, Livestock Feed Storage, Genetics, Hay Storage, and Grain Storage requests are processed on a first come, first serve basis, using one application (see page 11). Applicants can only submit one application per fiscal year.
9. Producer Diversification applications are evaluated on a competitive basis by industry sector (see page 13). Applicants can only submit one Producer Diversification application per fiscal year.
10. Applicants can apply for more than one cost share program. However, applying does not automatically guarantee approval. Applications will be screened to ensure that all criteria are met. Allow at least 4 weeks from the date of receipt for application to be processed. Applicant will be notified in writing of approval or disapproval (see page 2).
11. Only projects that are approved by TDA will be eligible for cost share assistance.
12. Labor provided by applicant or their employees is not eligible for cost share reimbursement.
13. Reimbursements for actual and reasonable costs will be processed in the order received. Allow 4-6 weeks for processing; sending in reimbursements early will result in quicker processing. *All reimbursements must be postmarked by the reimbursement deadline to be eligible for cost share payment.*
14. Falsifying applications, invoices or other documents submitted to the TDA may make producer and farm ineligible to participate in present and/or future TDA programs and may result in civil litigation or criminal prosecution. **Failure to utilize allocated funds can affect eligibility for future program participation.**

## A. Livestock Equipment & Handling Facilities Cost Share Program

| Livestock Minimum Requirements                           | Cost Quote   | 35% Cost Share Standard Producer | 50% Cost Share Master Producer |
|--|--------------|----------------------------------|--------------------------------|
| Cattle - 15 Head (BQA required)<br>Goats/Sheep - 30 Head | Not Required | \$3,500 Max                      | \$3,500 Max                    |

### EQUIPMENT AND FACILITIES GUIDELINES

Applicants can only receive one Livestock Equipment & Handling Facilities cost share reimbursement per household, registered premises, & BQA per year.

#### Eligible Items

- |                                   |                             |                                  |
|-----------------------------------|-----------------------------|----------------------------------|
| 1. Commercial Head Gate           | 9. Semen Tank (Cattle Only) | 14. Slant Bar Hay Feeding Wagon  |
| 2. Squeeze Chute                  | 10. Hay Ring/Cone Insert    | 15. Automatic Cube Pellet Feeder |
| 3. Palpation Cage                 | 11. Loading Chute           | 16. Weaning/Holding Pen          |
| 4. Holding Chute                  | 12. Creep Feeder            | Maximum Size 9,000 sq feet       |
| 5. Curved or Offset Working Chute | 13. Equipment Foundation    | a) Lumber                        |
| 6. Crowding Tub & Gate            | a) Concrete                 | b) Gates                         |
| 7. Hoof Trimming Table or Chute   | b) Geo-Textile              | c) Panels                        |
| 8. Single Animal Scale            | c) Gravel                   | d) Piping or Guard Rails         |

#### Dairy Only Eligible Items

- |                                  |                               |   |
|----------------------------------|-------------------------------|---|
| 1. Headlock Stanchions           | 6. Milk Vacuum Pump           | 11. Milking Equipment Service Contract*   |
| 2. Catch Lanes                   | 7. Milker Pulsation Equipment | 12. Antibiotic Test Kits for on farm use* |
| 3. Commercial Water Heater*      | 8. Vacuum System Regulators   | 13. Milk Quality Lab Analyses             |
| 4. Water Sterilization Equipment | 9. Vacuum Gauges              |   |
| 5. Plate Exchanger for Cooling   | 10. Milk Pipeline System*     |   |

#### Ineligible Items

- |                   |  |   |
|-------------------|--|---|
| 1. Used Equipment | 5. Overhead coverings for working facilities/equipment | 7. Delivery Charges   |
| 2. Labor          | 6. Woven Wire, Barb Wire, High Tensile, Electric Fence | 8. Watering Systems (contact the Soil Conservation District in your county for cost share assistance with livestock waterers & fencing) |
| 3. Bunk Feeders   |  |   |
| 4. Hay Un-rollers |  |   |

\* Water heaters must be capable of maintaining a water temperature of 165 degrees

\* Includes but not limited to automatic washer/sanitizing unit, clean in-place unit, washers, milker claws (units), vertical wash vat

\* Milking Equipment Service Contracts must be no longer than a 12 month period

\* Cow-side tests including incubator or heater block and test kits



## B. Livestock Feed Storage Cost Share Program

| Livestock Minimum Requirements  | Cost Quote | 35% Cost Share Standard Producer | 50% Cost Share Master Producer |
|---|------------|----------------------------------|--------------------------------|
| Cattle - 40 Head (BQA Required)<br>Goats/Sheep - 80 Head<br>Broilers - 10,000/yr<br>Layers - 5,000/yr<br>Swine - 40 Head (PQA Required) | Required   | \$10,000 Max                     | \$15,000 Max                   |

### LIVESTOCK FEED STORAGE GUIDELINES

Applicants can only receive one Livestock Feed Storage cost share reimbursement per household, registered premises, BQA or PQA per year.

#### Eligible Items

- Feed Bins** - any bin that has a minimum capacity of 4 tons & its only purpose is for on farm storage of animal feed
- Mixer Wagons & Grinder/Mixers** - eligible items include equipment directly used to mix and/or grind hay, grain, & other supplements for feed
- Hay Wrappers** - machinery used for the wrapping of hay for use as haylage
- Commodity Shed** - eligible structures include those that are used for storage of materials, other than hay, that can be fed directly to animals or are used in a mixing process to produce feed. Structure must have three walls, concrete floor, & be a minimum of 575 square feet. It is recommended that commodity sheds conform to guidelines set forth by University of Tennessee. These guidelines are available at county UT Extension offices or click the TAEP link at [www.picktnproducts.org](http://www.picktnproducts.org).
- Silage Baggers** - machinery used for the bagging or debagging of silage
- Silos** - ground & upright for feed storage
- Labor** - labor conducted by a contractor, or the supplier for construction of new bins & installation of new equipment; labor provided by the applicant or their employees is not eligible.

#### Dairy Only Items

- Milk Tank
- Generators for Dairy Barn

#### Poultry & Swine Only Items

- Generators for Poultry or Swine Barn

#### Requirements

- Quotes** - Applications must include project budget with cost quotes, including source of quote. This budget will determine the exact amount of cost share allocated for the project. See Application Checklist on back cover for budget example.

#### Ineligible Items

- Bins that will be used for storage of bulk commodities that are not directly used for feed
- Skid steers & attachment implements for existing equipment
- Plastic used in bagging or wrapping procedures
- Grain elevators or other equipment used to load or unload bins or silos are ineligible under this category
- Structures that are used for storage of materials other than feed (i.e. hay)
- Grain/Gravity wagons
- Renovations of existing structures & equipment
- Used equipment
- Labor provided by applicant or their employees

## C. Cattle Genetics Cost Share Program

| Livestock<br>Minimum Requirements | Cost Quote   | 35% Cost Share<br>Standard Producer | 50% Cost Share<br>Master Producer |
|-----------------------------------|--------------|-------------------------------------|-----------------------------------|
| Cattle - 15 Head (BQA Required)   | Not Required | \$1,200 Max                         | \$1,200 Max                       |

### CATTLE GENETICS GUIDELINES

**Applicants can only receive one Genetic cost share reimbursement per household, registered premises, & BQA per year.**

#### Eligible Items

1. Purchase or lease of a bull
2. Purchase of semen and/or payment for technician fees for artificial insemination

#### Requirements

##### Bull Ownership or Lease Requirements

- a) Ownership of purchased bulls must be maintained for a minimum of two successive breeding seasons not in the same year.
- b) Leased Bulls can be leased for a minimum of 60 days up to one year.
- c) Emergency early release of ownership/lease is possible in case of physical or disposition problems, natural disasters, or situations beyond the producer's control. Early release must be approved by the TDA following investigation of the circumstances necessitating the request.
- d) Maximum Lease Amount \$800.00 (reimbursement amounts - \$400.00 for Master Producer, \$280.00 for Standard Producer)

##### Artificial Insemination

- a) AI Technicians utilized by producers receiving grant funds for reimbursement must be affiliated with Artificial Breeding Companies.
- b) Producers that have been certified to do AI through an accredited program (for example ABS or Select Sires, etc) can do their own AI work.
- c) The cost of accredited AI technicians (or Veterinarian's fees for AI services) is eligible.
- d) Cost of semen, synchronism supplies & other AI supplies are eligible for cost share reimbursement.

##### Expected Progeny Differences (EPD) or Lifetime Net Merit Requirements

- a) Beef: To qualify, a bull must be in the top 50% of his breed for at least two of the following EPD traits: Birth weight/Calving Ease; Weaning Weight; Yearling Weight; or Maternal Milk (breed averages will be included in approval packet).
- b) Dairy Breeds: Semen from AI sires must be from sires in top 20% for Lifetime Net Merit (LNM) for their breed **or** they must meet the following criteria:
  1. Holstein AI sires - Type & Production Index (TPI) of 1673 or higher
  2. Jersey AI sires - Jersey Performance Index (JPI) 156 or higher
  3. Brown Swiss AI sires - Brown Swiss Progressive Performance Ranking (PPR) of 130 or higher
  4. All other dairy breed AI sires - Must be in the top 20% for LNM or the top 20% for their respective breed index. Semen from bulls of dairy breeds in other countries used for crossbreeding should be from bulls in the top 20% for their country's main breed index.
  5. Natural service bulls - Sire must meet the criteria for LNM or the appropriate breed index listed in sections 1, 2, 3, 4, during the year they are used. For natural service bulls, there are no restrictions on the dam. Natural service bulls must also pass a breeding soundness exam to qualify.

##### Breeding Soundness Evaluation

- a) Bulls purchased/leased must pass a Breeding Soundness Evaluation. A Breeding Soundness Evaluation Certificate from a licensed veterinarian must be included with reimbursement request.
- b) Must be dated within 90 days of purchase

##### Electronic Identification (15 digit number)

- a) The producer will identify each bull purchased and/or leased with an electronic identification tag & provide the number to the TDA.
- b) Tags can be purchased at most local farm supply stores or your local veterinarian

#### Ineligible Items

1. Producer time & labor for AI work will not be reimbursed
2. Embryo transfer
3. Semen Tank (refer to Livestock Equipment Eligible Items)
4. Herd Evaluation



## D. Hay Storage Cost Share Program

| Livestock/Acreage<br>Minimum Requirements                                  | Cost Quote | 35% Cost Share<br>Standard Producer | 50% Cost Share<br>Master Producer |
|--|------------|-------------------------------------|-----------------------------------|
| Cattle - 15 Head (BQA Required)<br>Goats/Sheep - 30 Head<br>Hay - 50 Acres | Required   | \$5,000 Max                         | Not Available                     |

### HAY STORAGE GUIDELINES

Applicants can only receive one Hay Storage cost share reimbursement per household, registered premises, BQA per year.

#### Eligible Items

1. New structures & additions to existing structures
2. New structures must be a minimum size of 900 square feet
3. Minimum height – 14 feet high clearance for new structures & additions
4. Use of structure is for hay storage only
5. Site must be well drained; cost of site preparation (leveling) is eligible; clearing of land is not eligible
6. Roof - metal, shingles, or a polymer coated fabric (i.e. Cover-All, Clear Span, Super Structure, etc.)
7. Flooring - recommended but not required; 4- 6 inches of gravel on geotextile fabric is eligible for cost share
8. Labor conducted by a contractor; labor provided by the applicant or their employees is not eligible

#### Requirements

1. **Quotes** - Applications must include project budget with cost quotes, including source of quote. This budget will determine the exact amount of cost share allocated for the project. See Application Checklist on back cover for budget example.
2. Hay storage structures must conform to the minimum requirements & guidelines of the University of Tennessee Extension Service. These guidelines are available at county UT Extension offices or click the TAEP link at [www.picktnproducts.org](http://www.picktnproducts.org).

#### Ineligible Items

1. Cost of clearing land
2. Renovations of existing structures
3. Labor provided by applicant or their employees
4. Concrete Flooring
5. Completely Enclosed Buildings





## E. Grain Storage Cost Share Program

| Acreage<br>Minimum Requirements | Cost Quote | 35% Cost Share<br>Standard Producer | 50% Cost Share<br>Master Producer |
|---------------------------------|------------|-------------------------------------|-----------------------------------|
| 100 Acres in crop production    | Required   | \$15,000 Max                        | Not Available                     |

### GRAIN STORAGE GUIDELINES

**Applicants can only receive one Grain Storage cost share reimbursement per household per year.**

#### Eligible Items

- |   |   |
|---|---|
| <ol style="list-style-type: none"> <li>1. New permanent bins – min. capacity of 10,000 bushels</li> <li>2. New permanently affixed equipment &amp; accessories, on or in a bin, necessary for proper &amp; safe handling of grain</li> <li>3. Labor conducted by a contractor, or the supplier for construction of new bins &amp; installation of new equipment; labor provided by the applicant or their employees is not eligible.</li> </ol> | <ol style="list-style-type: none"> <li>4. Drying &amp; aeration components, conveyors, &amp; bin unloaders</li> <li>5. Portable Bagging System</li> <li>6. Grain Vacuum</li> <li>7. Transport Auger</li> <li>8. Site preparation, including concrete foundations, aprons, pads, &amp; any associated labor &amp; materials</li> </ol> |
|---|---|

#### Requirements

1. **Quotes** - Applications must include project budget with cost quotes, including source of quote. This budget will determine the exact amount of cost share allocated for the project. See Application Checklist on back cover for budget example.

#### Ineligible Items

- |   |   |
|---|---|
| <ol style="list-style-type: none"> <li>1. Grain/Gravity Wagons</li> <li>2. Installation of electrical service to bins or handling equipment</li> <li>3. Plastic used in bagging</li> <li>4. Labor provided by applicant or their employees</li> </ol> | <ol style="list-style-type: none"> <li>5. Any grain bin or grain handling equipment for commercial purposes</li> <li>6. Renovations of existing structures &amp; equipment</li> <li>7. Used bins &amp; equipment</li> </ol> |
|---|---|





## F. Producer Diversification Cost Share Program

| Eligible Industry                             | Application Proposal | 35% Standard Producer | 50% Priority Area* |
|---|----------------------|-----------------------|--------------------|
| Agritourism                                   | Required             | \$10,000 Max          | \$15,000 Max       |
| Aquaculture                                   |                      | \$10,000 Max          | Not Available      |
| Bees  |                      | \$10,000 Max          | \$15,000 Max       |
| Fruits & Vegetables                           |                      | \$10,000 Max          | Not Available      |
| Horticulture                                  |                      | \$10,000 Max          | Not Available      |
| Organics                                      |                      | \$10,000 Max          | \$15,000 Max       |
| Value-Added Products                          |                      | \$10,000 Max          | Not Available      |
| Viticulture                                   |                      | \$10,000 Max          | \$15,000 Max       |
| Goat & Sheep Producers – see Sections A, B, D |                      |                       |                    |

### \* PRIORITY AREAS - Special Requirements for 50% Cost Share

|             |  |
|-------------|--|
| Agritourism | <p>Must have attended one of the following TDA/UT sponsored events.<br/>Agritourism Conference (2005, 2007, 2008) or Agritourism Workshop (2006, 2007, 2008)</p> <p>Applies only to pavilions, retail shelters, handicap accessible areas, lighting, parking areas, restroom facilities, safe way areas, hand washing stations, signs, maps, brochures, and Web site development</p> |
| Bees        | Completion of the UT Extension Master Bee Course prior to program reimbursement deadline. Submit copy of course certificate with application or reimbursement materials.   |
| Organics    | Must be USDA certified or working towards certification to qualify. Include copy of certification or letter from the certifying organization verifying that you are working towards certification.   |
| Viticulture | <p>Applies only to the purchase of the varieties of grapes listed below &amp; trellis materials needed for planting these specific varieties.</p> <ul style="list-style-type: none"> <li>Cabernet Sauvignon</li> <li>Chardonel</li> <li>Chardonnay</li> <li>Concord</li> <li>Seyval</li> <li>Sunbelt</li> <li>Traminette</li> </ul>  |

### Who is Eligible to Apply?

Producers who plan to expand or improve their operations through the **production** of diversified agricultural products are eligible to apply for cost share assistance. For the purposes of this cost share program, diversified agricultural products are defined to include the following industry sectors: agritourism, aquaculture, bees, fruits and vegetables, horticulture, organics, value-added products, and viticulture.

Producers can only receive one Producer Diversification cost share reimbursement per household per business per fiscal year.

### Application Review Criteria

Applications will be evaluated on a competitive basis by industry sector. TDA staff will conduct application reviews.

Only applications that are complete and include sufficient information will be considered for evaluation. The application must merit financial support and demonstrate that the proposed activity has clearly stated objectives, a sound work plan, and the applicant has necessary expertise to successfully complete the project. As part of the evaluation process, a meeting with the applicant and/or a visit to the applicant's enterprise may be required.



## Cost Share Activity

Proposed activities for cost share must demonstrate significant potential for **increasing farm income** through the improvement or expansion of farm or agribusiness operations involving the production of diversified agricultural products. In addition, proposed activities must:

- Be market driven and have a viable marketing plan
- Establish something new, not substitute for on-going projects
- Meet all state and local food safety and regulatory requirements
- Produce long-term benefits

## Eligible Categories

### FARM INFRASTRUCTURE

Installations that facilitate the production of diversified agricultural products. Activities must have a life span of at least three years. Labor is only reimbursable if quoted and performed by a contractor. Labor is not eligible for reimbursement if performed by the applicant or their employees.

#### Eligible Examples

- Greenhouses
- Retail shelters
- Pavilions
- Public use considerations – hand washing stations, lighting, parking areas, restroom facilities, safe way areas

#### Ineligible Examples

- Clearing of land & general landscaping
- Fencing
- General maintenance/renovations
- Barns, storage facilities, show facilities
- Permits
- Water source creation (ponds or wells)

### MARKETING

Promotional efforts that benefit the expansion or improvement of diversified agricultural operations. Emphasis is placed on activities that are innovative to the operation and/or have long-term benefits. It is recommended that marketing activities involve professional agencies/services. Trade shows are not eligible for funding unless they are part of a TDA program.

#### Eligible Examples

- Advertising (print, radio, television)
- Brochures
- Direct promotions
- E-commerce & website development
- Maps
- Signs

#### Ineligible Examples

- Annual meetings/trade shows
- Community festivals
- Give-a-way promotional items
- General office equipment & supplies
- Website hosting fees

### SPECIALTY EQUIPMENT

Specialized tools or equipment that aid in the production of diversified agricultural products. Items must have a life span of at least three years. Used equipment is not eligible.

#### Eligible Examples

- Automated harvesters
- Chilling units/coolers
- Custom crushers
- Greenhouse heaters
- Spray & irrigation equipment

#### Ineligible Examples

- General motorized equipment – ATVs, forklifts, golf carts, mowers, tractors, trucks
- General inputs – fertilizer, fuel, operational supplies, pesticides, seed stock
- Used equipment

## Examples of Cost Share Activity by Industry Sector

**Agritourism:** pavilions, retail shelters, and public use considerations such as hand washing stations, handicap accessible, lighting, parking areas, restroom facilities, and safe way areas.

*Ineligible – general landscaping for aesthetic purposes and motorized rides*

**Aquaculture:** aerators, harvesting equipment, ponds (producing).

*Ineligible – food and fish stock*

**Bees:** *The proposed activity must encompass quality expansion or improvement of pollination or honey production.* The only eligible items are: apiary expansion, honey processing equipment, and trailers for pollination service. Apiaries must be registered with the State of Tennessee. Minimum requirements to participate: 3 years beekeeping experience and 5 existing colonies

**Fruits & Vegetables:** apple/peach liners for orchards, blackberry/blueberry vine stock, coolers, irrigation, plasticulture materials, sprayers.

*Ineligible – inputs (fertilizer, pesticides, seed stock)*

**Horticulture:** automated equipment, coolers, greenhouse construction and materials, greenhouse heaters, irrigation, potting wagons.

*Ineligible – inputs (drip tape, fertilizer, liners/plugs, seed stock), pots and containers*

**Organics:** greenhouses, hoop houses, hydroponics, irrigation, marketing, costs associated with organic certification.

*Ineligible - inputs (fertilizer, seed stock, pest management)*

**Value-Added Products (must utilize Tennessee grown agricultural products as primary source):** advertising, e-commerce and website development, loading dock, production equipment.

*Ineligible - product development, rent, supplies such as containers, ingredients, and labels*

**Viticulture:** chilling units, custom crushers, irrigation, mechanical harvesters, trellis materials, vine stock.

*Ineligible - inputs (fertilizer, pesticides) and winemaking equipment*

**Livestock Equipment • Livestock Feed Storage • Cattle Genetics • Hay Storage • Grain Storage**  
**TAEP COST SHARE APPLICATION 2008-2009**

|  |                     |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|--|---------------------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
| Office Use Only – Date:<br>Postmark or Hand-delivered  |                     | STARS:   | YES  | NO   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| <b>PLEASE PRINT CLEARLY</b>  |                     |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| <b>1. APPLICANT INFORMATION – (ONLY ONE APPLICATION PER FISCAL YEAR)</b>   |                     |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Last Name:   | First Name:         | Middle Initial:  | <input type="checkbox"/> Mr.<br><input type="checkbox"/> Mrs.<br><input type="checkbox"/> Ms.<br><input type="checkbox"/> Miss   | <input type="checkbox"/> SR<br><input type="checkbox"/> JR<br><input type="checkbox"/> Other | Social Security Number   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| Federal Tax Identification #   |                     |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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|  |                     |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Farm Name:   |                     |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Producer Mailing Address (#1)<br><br>Street:<br><br>City:<br><br>State: <b>TENNESSEE</b> Zip:  |                     |  | Home Phone #:<br><br>Cell Phone #:<br><br>E-mail Address:  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| <b>2. PREMISES INFORMATION</b>   |                     |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Premises Acct #:   | Premises ID #:      | Farm Address (#2) – physical location of farm<br><input type="checkbox"/> Same as mailing address listed above |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| ➤ Applicants with livestock on their premises must register their premises with the State of Tennessee to be eligible for cost share.<br>➤ Applicant name must match premises account to be eligible.<br>➤ Only one application per premises per household allowed each fiscal year.   |                     | Street:<br><br>City:<br><br>State: <b>TENNESSEE</b> Zip:   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |                     | County where farm is located:  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |                     | (Empty box for county name)  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |                     | (Empty box for county name)  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| <b>3. EDUCATIONAL INFORMATION</b>  |                     |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| <b>Beef Quality Assurance – Required for CATTLE</b>  |                     |  | <b>Pork Quality Assurance – Required for SWINE</b>   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| <input type="checkbox"/> No <input type="checkbox"/> Yes   | BQA Certification # | Expiration Date:   | <input type="checkbox"/> No <input type="checkbox"/> Yes   | PQA Certification #  | Expiration Date:   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| <b>UT Master Beef Producer</b><br><i>Required for 50% Cost Share Eligibility for CATTLE ONLY</i>   |                     |  | <b>UT Master Meat Goat Producer</b><br><i>Required for 50% Cost Share Eligibility for GOATS/SHEEP ONLY</i>   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| <input type="checkbox"/> No <input type="checkbox"/> Year Completed _____ <input type="checkbox"/> Plan to attend  |                     |  | <input type="checkbox"/> No <input type="checkbox"/> Year Completed _____ <input type="checkbox"/> Plan to attend  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| County where course is held: _____   |                     |  | County where course is held: _____   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| <b>UT Quality Milk Program (Dairy)</b><br><i>Required for 50% Cost Share Eligibility for DAIRY ONLY</i>  |                     |  | ➤ Course/certification must be completed by applicant.<br>➤ Farm managers or spouses cannot be substituted.<br>➤ Master certification must be completed prior to program reimbursement deadline. |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| <input type="checkbox"/> No <input type="checkbox"/> Year Completed _____ <input type="checkbox"/> Plan to attend<br><i>Must complete 3 or more modules to be eligible for 50% cost share.</i>   |                     |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| <b>CONTINUED</b>   |                     |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

**4. LIVESTOCK AND ACREAGE INFORMATION:** Check type of livestock/acreage on your operation and LIST NUMBER OF HEAD OR ACRES in box below.

|                               |                                 |                                |                                |                                   |                                 |                                |                              |                               |   |                                |                                |
|-------------------------------|---------------------------------|--------------------------------|--------------------------------|-----------------------------------|---------------------------------|--------------------------------|------------------------------|-------------------------------|---|--------------------------------|--------------------------------|
| <input type="checkbox"/> Beef | <input type="checkbox"/> Dairy* | <input type="checkbox"/> Goats | <input type="checkbox"/> Sheep | <input type="checkbox"/> Broilers | <input type="checkbox"/> Layers | <input type="checkbox"/> Swine | <input type="checkbox"/> Hay | <input type="checkbox"/> Corn | <input type="checkbox"/> Soybeans         | <input type="checkbox"/> Wheat | <input type="checkbox"/> Other |
| #hd                           | #hd                             | #hd                            | #hd                            | #hd                               | #hd                             | #hd                            | #hd                          | #ac                           | Total number of acres in crop production: |                                |                                |

\* Dairy Permit Number: \_\_\_\_\_

**5. COST SHARE REQUEST SUMMARY - \$250 Minimum Request Per Program**

*Important: Failure to utilize allocated funds can affect eligibility for future programs.*

| Program   | Livestock/Acreage<br>Minimum Requirements<br><i>Must meet at least one<br/>requirement per program</i>    | Eligible<br>Items         | COST<br>QUOTE<br>with<br>contact info      | 35% Cost<br>Share<br>Standard<br>Producer | 50% Cost<br>Share<br>Master<br>Producer | TOTAL<br>Cost Share<br>Requested          | Office<br>Use<br>Only                                    |
|---|---|---------------------------|--|---|---|---|--|
| Livestock<br>Equipment &<br>Handling Facilities | CATTLE – 15 HEAD<br>GOATS/SHEEP – 30 HEAD   | See Section A<br>(page 4) | Not Required                               | <input type="checkbox"/> \$3,500 MAX      | <input type="checkbox"/> \$3,500 MAX    | \$<br><input type="checkbox"/> No Request | <input type="checkbox"/> A<br><input type="checkbox"/> D |
| Livestock<br>Feed<br>Storage                    | CATTLE – 40 HEAD<br>GOATS/SHEEP – 80 HEAD<br>BROILERS – 10,000/YR<br>LAYERS – 5,000/YR<br>SWINE – 40 HEAD | See Section B<br>(page 5) | Cost Quote<br>Required with<br>application | <input type="checkbox"/> \$10,000 MAX     | <input type="checkbox"/> \$15,000 MAX   | \$<br><input type="checkbox"/> No Request | <input type="checkbox"/> A<br><input type="checkbox"/> D |
| Cattle Genetics                                 | CATTLE – 15 HEAD  | See Section C<br>(page 6) | Not Required                               | <input type="checkbox"/> \$1,200 MAX      | <input type="checkbox"/> \$1,200 MAX    | \$<br><input type="checkbox"/> No Request | <input type="checkbox"/> A<br><input type="checkbox"/> D |
| Hay Storage                                     | CATTLE – 15 HEAD<br>GOATS/SHEEP – 30 HEAD<br>HAY – 50 ACRES   | See Section D<br>(page 7) | Cost Quote<br>Required with<br>application | <input type="checkbox"/> \$5,000 MAX      | Not Available                           | \$<br><input type="checkbox"/> No Request | <input type="checkbox"/> A<br><input type="checkbox"/> D |
| Grain Storage                                   | GRAIN – 100 ACRES   | See Section E<br>(page 8) | Cost Quote<br>Required with<br>application | <input type="checkbox"/> \$15,000 MAX     | Not Available                           | \$<br><input type="checkbox"/> No Request | <input type="checkbox"/> A<br><input type="checkbox"/> D |

I certify that all the information on this application is complete, true, and factual to the best of my knowledge and belief. I understand that providing any false, fraudulent, or misleading information may result in penalties and/or make this farm/tract ineligible to participate in present and/or future Tennessee Department of Agriculture programs. I also understand that failure to utilize allocated funds can affect eligibility for future programs.

**SIGN HERE**

X \_\_\_\_\_  
 Producer Signature

\_\_\_\_\_  
 Print Name

\_\_\_\_\_  
 Date

**CHECKLIST FOR APPLYING**

- Application – completed & signed
- Substitute W-9 – completed & signed
- Copy of Master Producer Certification, required for 50% cost share
- Cost Quote, if required

**NO FAXES ACCEPTED**

Mail to: TN Dept. of Agriculture  
 Attn: TAEP FY08-09  
 P.O. Box 40627  
 Nashville, TN 37204

**Applications must be hand-delivered or postmarked between June 2 – August 1, 2008.**

**Producer Diversification - Only**  
**TAEP COST SHARE APPLICATION 2008-2009**

|  |  |  |  |  |                                     |
|--|--|--|--|--|-------------------------------------|
| Office Use Only – Date:<br>Postmark or Hand-delivered  |  |  | STARS:   | YES  | NO                                  |
| <b>1. APPLICANT INFORMATION - PLEASE PRINT CLEARLY</b>   |  |  |  |  |                                     |
| Last Name:   | First Name:  | Middle Initial:                                  | <input type="checkbox"/> Mr.<br><input type="checkbox"/> Mrs.<br><input type="checkbox"/> Ms.<br><input type="checkbox"/> Miss | <input type="checkbox"/> SR<br><input type="checkbox"/> JR<br><input type="checkbox"/> Other                               | <b>Social Security Number</b>       |
|  |  |  |  |  |                                     |
|  |  |  |  |  | <b>Federal Tax Identification #</b> |
| <div style="display: flex; justify-content: space-between;"> <span>Farm Name:</span> <span> </span> </div>   |  |  |  |  |                                     |
| <b>Producer Mailing Address (#1)</b><br>Street:<br>City:<br>State: <b>TENNESSEE</b> Zip:   |  |  | Home Phone #:<br>Cell Phone #:<br>E-mail Address:  |  |                                     |
| <b>2. PREMISES INFORMATION</b>   |  |  |  |  |                                     |
| Premises Acct #:   |  | Premises ID #:                                   |  | <b>Farm Address (#2) – physical location of operation</b><br><input type="checkbox"/> Same as mailing address listed above |                                     |
| ➤ Applicants with livestock on their premises must register their premises with the State of Tennessee to be eligible for cost share.<br>➤ Applicant name must match premises account to be eligible.<br>➤ Only one application per premises per household allowed each fiscal year.                               |  | Street:<br>City:<br>State: <b>TENNESSEE</b> Zip: |  |  |                                     |
|  |  | County where farm is located:                    |  |  |                                     |
|  |  |  |  |  |                                     |
| <b>3. Industry Sector – Check sectors that apply to your cost share request ONLY.</b>  |  |  |  |  |                                     |
| <input type="checkbox"/> Agritourism <input type="checkbox"/> Aquaculture <input type="checkbox"/> Bees <input type="checkbox"/> Fruits & Vegetables<br><input type="checkbox"/> Horticulture <input type="checkbox"/> Organics <input type="checkbox"/> Value-added Products <input type="checkbox"/> Viticulture |  |  |  |  |                                     |
| <b>4. Priority Areas – Special Requirements for 50% Cost Share</b>   |  |  |  |  |                                     |
| <b>Agritourism</b>   | Must have attended one of the following TDA/UT sponsored events. Check those attended.   |  |  |  |                                     |
|  | Agritourism Conference<br><input type="checkbox"/> 2005 <input type="checkbox"/> 2007 <input type="checkbox"/> 2008  |  | Agritourism Workshops<br><input type="checkbox"/> 2006 <input type="checkbox"/> 2007 <input type="checkbox"/> 2008             |  |                                     |
| <b>Bees</b>  | Completion of UT Master Bee course prior to reimbursement deadline. Submit copy of course certificate.<br>Check one: <input type="checkbox"/> Year Completed (      ) <input type="checkbox"/> Plan to attend <input type="checkbox"/> Not participating   |  |  |  |                                     |
| <b>Organics</b>  | Must be USDA certified or working towards certification to quality. List name and phone number of certifying organization below:<br>1. Name<br>2. Phone Number: (      )<br>3. Attach copy of certification or letter from certifying organization verifying that you are working towards certification.   |  |  |  |                                     |
| <b>Viticulture</b>   | Applies only to the purchase of the varieties of grapes listed below and trellis materials needed for planting these specific varieties.<br><input type="checkbox"/> Cabernet Sauvignon <input type="checkbox"/> Chardonel <input type="checkbox"/> Chardonnay <input type="checkbox"/> Concord <input type="checkbox"/> Seyval <input type="checkbox"/> Sunbelt <input type="checkbox"/> Traminette |  |  |  |                                     |
| <b>- CONTINUED -</b>   |  |  |  |  |                                     |

## 5. APPLICATION PROPOSAL – Questionnaire & Budget

Provide a typed application proposal addressing each of the following questions in the outline format presented below. If item is not applicable to your operation, write n/a (not applicable). This is the primary information that the selection committee will review in their efforts to decide which proposals are funded. Therefore, it is important to answer questions completely. Maximum of 5 pages in length. Incomplete applications will not be considered for evaluation.

### 1) Briefly describe your operation.

- Industry sector/type of business
- Years in business
- Number of employees - full, part-time, seasonal
- Acreage in production
- Sales volume – based on sales last year (2007)
- Types of products produced – currently and previously
- Indicate any expansions or downsizing – recent, present, future

### 2) Have you applied for TAEP cost share funding previously?

- Program name (Cattle Equipment/Genetics, Feed Storage, Hay Storage, Producer Diversification)
- Fiscal year (05-06, 06-07, 07-08)
- Brief description of project
- Amount approved
- Amount paid

### 3) Describe your proposed cost share project(s)

- List each proposed project (i.e., greenhouse, retail shelter, sprayer, website)
- List the projected increase in annual sales/income generated for the next three years as a result of your project(s)
- Explain how each project will improve or expand your operation
- Indicate whether you had help in planning this project from a county extension agent, industry expert, specialized group or association. List key individuals and their titles.

### 4) Outline the steps and time frame for completing your cost share project(s)

### 5) Summarize your marketing plan for your diversified agricultural products

- List how and where your products are or will be sold
- Specify marketing activities that are currently utilized in your operation (i.e., auctions/organized sales, brochures, e-commerce, print media, radio, signs, television, website, etc.)

### 6) Provide a detailed, line-item budget for each proposed project using the sample format presented below.

Research all costs associated with project(s). List each item and its cost on a separate line. Provide either the source of the cost quote with a phone number or attach a written cost estimate. Written cost estimates are required if projects are: large scale (i.e., greenhouse, retail shelter, restrooms), include many components (i.e., drip irrigation system), or involve labor. In order to be eligible for cost share reimbursement, labor must be quoted and performed by a contractor. Labor is not eligible for reimbursement if performed by the applicant or their employees. Applicant must meet special requirements for priority cost (50%) to be eligible. **The total amount of cost share requested cannot exceed the maximum of \$10,000 (35%) or \$15,000 (50%). Minimum request amount is \$250.00.**

| Item Description                             | Source of Cost Quote               | Cost       | Cost Share % | Cost Share Request |
|--|------------------------------------|------------|--------------|--------------------|
| Greenhouse 16 x 95                           | See attached written cost estimate | \$7,800.00 | 35%          | \$2,730.00         |
| Sign – vinyl banner                          | FedExKinko's<br>615-771-7999       | \$225.00   | 50%          | \$112.50           |
| <b>Total Amount of Cost Share Requested:</b> |                                    |            |              | <b>\$2,842.50</b>  |

## 6. TOTAL COST SHARE REQUESTED

I certify that all the information on this application is complete, true, and factual to the best of my knowledge and belief. I understand that providing any false, fraudulent, or misleading information may result in penalties and/or make this farm/tract ineligible to participate in present and/or future Tennessee Department of Agriculture programs. I also understand that failure to utilize allocated funds can affect eligibility for future programs.

### Total Amount Requested

\$

\$250 Minimum Request

**SIGN HERE**

X \_\_\_\_\_  
Producer Signature

Print Name

Date

**NO FAXES ACCEPTED**

Mail TN Dept. of Agriculture  
to: Attn: TAEP FY08-09  
P.O. Box 40627  
Nashville, TN 37204

**Applications must be hand-delivered or postmarked between June 2 – August 1, 2008.**

REQUIRED FOR APPLICATION APPROVAL

**SUBSTITUTE W-9 FORM**

**REQUEST FOR TAXPAYER IDENTIFICATION NUMBER AND CERTIFICATION**

**1. Please complete general information:**

Taxpayer Name \_\_\_\_\_ Phone Number \_\_\_\_\_

Business Name (if applicable) \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZIP Code \_\_\_\_\_

*Reimbursement check will be mailed to this address.*

**2. Circle the most appropriate category below: (please circle only one)**

- 1) Individual (not an actual business)
- 2) Joint account (two or more individuals)
- 3) Custodian account of a minor
- 4)
  - a. Revocable savings trust (grantor is also trustee)
  - b. So-called trust account that is not a legal or valid trust under state law
- 5) Sole proprietorship (using a social security number for the taxpayer ID)
- 6) Sole proprietorship (using a federal employer identification number for taxpayer ID)
- 7) A valid trust, estate, or pension trust
- 8) Corporation
- 9) Association, club, religious, charitable, educational, or other non-profit organization (for entities that are exempt from federal tax, use category 13 below)
- 10) Partnership
- 11) A broker or registered nominee
- 12) Account with the US Department of Agriculture in the name of a public entity that receives agricultural program payments
- 13) Government agencies and organizations that are tax-exempt under Internal Revenue Service guidelines (i.e., IRC 501(c)3 entities)

**3. Fill in your taxpayer identification number below: (please complete only one)**

- 1) If you circled number 1-5 above, fill in your Social Security Number.

\_\_\_\_ - \_\_\_\_ - \_\_\_\_

- 2) If you circled number 6-13 above, fill in your Federal Employer Identification Number (EIN).

\_\_\_\_ - \_\_\_\_

**4. Sign and date the form:**

Certification - Under penalties of perjury, I certify that the number shown on this form is my correct taxpayer identification number. If I circled category 13 above, I also certify that my agency or organization is tax-exempt per Internal Revenue Service guidelines and not subject to backup withholding.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Title (if applicable) \_\_\_\_\_



## Application Checklist

- ☐ **Do you meet the eligibility requirements?**
- ☐ **Do you have your Premises ID?** *This is a requirement for applicants with livestock. Applicant's name must match the name listed on premises account to be eligible for cost share.*
- ☐ **Do you have the demonstrated ability and financial capacity to complete the project(s) you have requested cost share for?** *(Failure to utilize allocated funds can affect eligibility for future program participation.)*
- ☐ **Have you completed all sections of the application?** *It is very important to fill in all blanks and check the appropriate boxes when requested. Incomplete answers will result in no allocation.*
- ☐ **Did you sign your application?**
- ☐ **I understand that I can only submit one application per fiscal year for Livestock Equipment, Livestock Feed Storage, Genetics, Hay Storage and Grain Storage (pages 11-12) and one application for Producer Diversification (pages 13-14).**
- ☐ **Did you sign and include Substitute W-9?** *Cost share reimbursement will be mailed to address listed on W-9.*
- ☐ **Did you include a project budget with cost quotes, including the source of the quote(s) and contact information, with your application?** *Livestock Feed Storage, Hay Storage, and Grain Storage programs REQUIRE a project budget to be submitted along with the application. This budget will determine the exact amount of cost share allocated for the project. Producer Diversification applicants must complete application proposal which requests similar information.*

### Sample Format

| Item Description                             | Source of Cost Quote   | Cost        | Cost Share% | Cost Share Request |
|--|--|-------------|-------------|--------------------|
| 60x40x16 Pole Barn w/ 2 side walls           | Chick's Custom Construction<br>931-020-1001<br>*See attached written cost estimate | \$12,500.00 | 35%         | \$4,375.00         |
| Gravel — 5 loads                             | Davidson Stone Co.<br>615-000-2222   | \$625.00    | 35%         | \$218.75           |
| <b>Total Amount of Cost Share Requested:</b> |  |             |             | <b>\$4,593.75</b>  |

- ☐ **I understand that the minimum cost share request per program is \$250.00.**
- ☐ **Did you make a copy of your application and support documentation for your reference?**

## Feeder Cattle Incentive Program

### FEEDER CATTLE INCENTIVE GUIDELINES

Applicants must be enrolled in an approved USDA Age & Source Verified Program & meet State of Tennessee pre-conditioning requirements. Cattle should be sold through an organized Age & Source Verified Feeder Cattle Sale for the best marketing advantage.

**Basic Applicant Requirements** *(When sold through an approved sale, marketing agent will submit required documentation)*

- |   |  |                          |
|---|--|--------------------------|
| 1. Premises must be registered with TDA | 3. Enrolled & approved in USDA Process | 4. Supply Substitute W-9 |
| 2. BQA Certified                        | Verified Program                       | 5. Pre-Conditioned Form  |

**Sale by Private Treaty Requirements** *(All Basic Applicant Requirements plus the following)*


- |   |                            |  |
|---|----------------------------|--|
| 1. Sales receipt listing number of head sold  | 4. Farm Tag Numbers        | 7. Mail documentation to address listed below attention:<br>Feeder Cattle Incentive<br>Dr. Charles Hatcher |
| 2. Proof of USDA<br>Age & Source Verification | 5. Birthdate/Birthdates    |  |
| 3. Copy of EID numbers                        | 6. Name & address of buyer |  |

**For additional information call 1-615-837-5189**

## TAEP Contact Information

livestock.improvement@state.tn.us  
hay.storage@state.tn.us  
livestock.feedstorage@state.tn.us  
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Tennessee Agricultural Enhancement Program  
Tennessee Department of Agriculture  
Ellington Agricultural Center  
P.O. Box 40627  
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Information Line  
1.800.342.8206



[www.PickTnProducts.org](http://www.PickTnProducts.org)